REVISION REQUEST FORM

ORIGINAL CIVIL PROJECT #:_____DATE:_____

PROJECT NAME:_____

DRAWING NUMBER:_____

ENGINEERING FIRM:_____

PROFESSIONAL ENG:_____

DEVELOPER:_____

PACKAGE SHALL INCLUDE

1. ☐   Revision fee(s). $100/ sheet for hand change, $200/sheet for Re-plot.

2. ☐   Redlined proposed revision(s) on an approved plan sheet(s). If you are submitting re-plot(s), you must highlight the change(s) and provide a copy of the approved plan(s).

3. ☐   Justification for the revision(s). List reason(s) for the revision and who is requesting them, i.e. Developer, Contractor, BLDG Dept. etc. Also, fill out below and sign.

Justification

Sheet(S)_____ Requested by:_____

Reason:_____

_____

Sheet(S)_____ Requested by:_____

Reason:_____

_____

Sheet(S)_____ Requested by:_____

Reason:_____

_____

BOND FOR THE PROJECT HAS BEEN RELEASED: YES_____   NO_____
(If the project bond has been released, revision will **not** be allowed to any off-site improvements. Also, if the proposed revision(s) increase the project construction cost by more than **10%**, additional bond and fees may be required).

OFF-SITE PERMIT NO:_____
OFF-SITE PERMIT COMPLETION DATE:_____

I CERTIFY THAT THE WORK PROPOSED BY THE ABOVE REVISION(S) HAS NOT BEEN CONSTRUCTED.

P.E._____   DATE:_____